

JOINT COMMISSION ON SHARED SERVICES INITIATIVES

MINUTES

June 30, 2016

The mission of the Joint Commission on Shared Services Initiatives is to provide visionary leadership in delivery of collaborative public services. We will accomplish this by identifying opportunities and challenges, engaging the multiple constituencies, and developing strategies to support collaboration in areas of common interest among the governmental bodies.

COMMISSION: Joint Commission on Shared Services Initiatives

DATE: June 30, 2016

TIME: 7:30 a.m.

LOCATION: Room 137, School Administration Building

COMMISSION CHAIR: Colleen Bates

RECORDER: Angie Harmon

Commission Members Present: City – Kerry Kincaid, David Klinkhammer

County – Brandon Buchanan, Colleen Bates

School – Carolyn Barstad, Kathryn Duax

Commission Members Absent: Tim Tewalt, Steve Chilson, and Charles Vue

Staff Present: Dale Peters, Kathryn Schauf, Angie Harmon and Linda DesForge

Staff Absent: Mary Ann Hardebeck

AGENDA ITEM #1: Call to Order.

Commission Chair Colleen Bates called the meeting to order at 7:33 a.m.

AGENDA ITEM #2: Welcome new members:

City Council Member David Klinkhammer

City Council Member Tim Tewalt

County Supervisor Brandon Buchanan

County Supervisor Steve Chilson

School Board Member Carolyn Barstad

School Board Member Charles Vue

The newly-appointed commission members who were in attendance were welcomed to the Joint Commission on Shared Services Initiatives.

AGENDA ITEM #3: Election of Officers: Chair Person; Vice Chair Person

ACTION: Kerry Kincaid nominated Colleen Bates as Commission Chair. Seeing no further nominations, Kathryn Duax moved to cast a unanimous ballot for Colleen Bates. The motion was seconded by Brandon Buchanan. The motion carried.

ACTION: David Klinkhammer nominated Kathryn Duax as Commission Vice Chair. Seeing no further nominations, Kerry Kincaid moved to cast a unanimous ballot for Kathryn Duax. The motion was seconded by David Klinkhammer. The motion carried.

AGENDA ITEM #4: Approval of the minutes of the Joint Commission on Shared Services Initiatives meeting of December 2, 2015

ACTION: Kathryn Duax made a motion to approve the minutes as presented. The motion was seconded by David Klinkhammer. Motion carried.

AGENDA ITEM #5: Review of the Joint Commission on Shared Services Initiatives Service Optimization and Process Review of August 2011.

Dale Peters provided the Commission with a brief timeline and history of the JCSSI Service Optimization and Process Report. Staff and commissioners discussed the priority and future of the current initiatives.

AGENDA ITEM #6: Discussion of the updated Joint Commission on Shared Services Dashboard for current projects and affirm priority of current projects.		
<p>Dale Peters and Kathryn Schauf provided information regarding details and progress of each of the six initiatives. The three administrators will meet prior to the next Commission meeting to review and reaffirm all the initiatives and determine if more should be added while keeping length of project, staff time, funding, and support to proceed in mind.</p>		
AGENDA ITEM #7: Discussion of future agenda items and future meeting dates and times.		
<p>The Commission will continue to meet on a quarterly basis with the next meeting being scheduled in September. Angie Harmon will send out an email to determine what date works best for everyone. In the meantime, the three administrators will meet to discuss the initiatives for process improvement by saving time, money and improve quality.</p>		
AGENDA ITEM #8: Adjournment.		
ACTION: David Klinkhammer made a motion to adjourn the meeting at 8:47 a.m. The motion was seconded by Kathryn Duax and passed by unanimous consent.		
FUTURE MEETING DATES:	TIME:	LOCATION:
TBD	7:30 AM	ECASCD Admin. Building